

SAMPLE INFORMATION SHEET

North Dakota Department of Health
Drinking Water Program
(701) 328-5258

For Laboratory use only

Lab ID:

Preservation:

Yes

Temp:

No

Initials:

ATTENTION SAMPLER:

Follow the sampling instructions closely, collect the sample(s) from the site listed in Section 1, fully complete Section 2, and return this sheet with the sample(s). Sample(s) received without this sheet, or without Section 2 fully completed, will be REJECTED and not analyzed.

SECTION 1: Public Water System and Sample Site Information	SECTION 2: Sample Collection Information
PWS Name:	By completing this section, I certify that the samples were collected and preserved (if required) according to the instructions.
PWS Number:	Sampler Name:
PWS Sample Site:	Phone Number:
Zip Code:	
Comments:	Date Collected:
Sample is TIME SENSITIVE (48 hours) and must be collected on a Mon, Tues, or Wed with guaranteed delivery to the lab within 48 hours.	Time Collected:
	AM PM

<i>For Department Use Only</i>	Section 3:	<i>For Department Use Only</i>
Sample Type: <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Response <input type="checkbox"/> Confirmation <input type="checkbox"/> Recollect <input type="checkbox"/> Non SDWA <input type="checkbox"/> Other		
Analysis to be Performed		
41 Nitrate/Nitrite		

NITRATE/NITRITE SAMPLING INSTRUCTIONS

Sample is Time Sensitive

The freezer pack must be frozen at least 24 hours before sampling.

Please read all instructions completely before scheduling your sampling.

1. **Sample must be collected on a Monday, Tuesday, or Wednesday and must arrive at the lab within 48 hours of collection.** Collect the sample just prior to sending or hand-delivering to the Chemistry Division.
2. The sample must be collected at the sample site described in Section 1 on the reverse side of this sheet (the sample site is also on the sample bottle label).
3. **Place the frozen cooling pack into the sample shipping package immediately before collecting the sample.** It is critical that the sample be kept chilled or refrigerated from the time of collection until the sample is analyzed.
4. Open the sample tap (use cold water tap only) and flush until the water temperature stabilizes.
5. Remove the cap from the 200-mL plastic sample bottle and fill to the neck, leaving ½ inch of space. (The sample bottle can be used even if the cap came off in shipment.)
6. Replace the bottle cap and tighten securely.
7. Complete Section 2 on the reverse side of this sheet. **It is important that all the information be supplied. Samples received without this sheet, or without Section 2 fully completed, will be rejected and not analyzed.**
8. Place the sample bottle and this sheet back into the sample shipping package. **This sheet must be returned with the sample.**
9. Close the sample shipping package and seal the package with tape. (NOTE: please do not seal the inside cooler with tape).
10. Place the enclosed return label (to the Chemistry Division) over your address label on the outside of the sample shipping package.
11. **Immediately** send or hand-deliver the sample shipping package to the North Dakota Department of Health, Chemistry Division, 2635 E Main Ave, PO Box 5520, Bismarck, ND 58506-5520. **Sample must arrive at the Chemistry Division within 48 hours of collection. Late samples will be rejected by the lab and will need to be recollected.**

Contact Amy Kinzler at 701-328-5258 or ankinzler@nd.gov if you have any questions about the sampling. We appreciate your cooperation in working with us to meet the sampling requirements for Nitrate/Nitrite under the Safe Drinking Water Act.